

**IMPORTANT INSTRUCTIONS REGARDING ROUND-02 OF SEAT ALLOTMENT,
PAYMENT OF TOKEN FEES & UPLOADING OF DOCUMENTS**

Round-02 Seat Allotment, Confirmation of Seat, Payment of Non-Refundable Fees & Uploading of Documents	Monday, 1600 hrs. 24 June 2024 to Tuesday, 25 June 2024 (midnight)
Provisional Offer of Admissions (Fresh Allocation)	Friday, 28 June 2024

It will be the sole responsibility of the candidates to check for updates on the admissions website from time to time for the given days and confirm their seat before the given deadline *i.e.* Tuesday, 25 June 2024 (midnight). It may also be noted that all further communications, if any, from NID will be sent to the registered email ID of the candidate as provided at the time of applying online.

STEP 1: ROUND -02 OF SEAT ALLOTMENT

Based on the campus preference, in the order of merit and number of available seats, category-wise, the shortlisted candidates will be provisionally allotted a seat in the campus selected by her/him. Such shortlisted candidates will have to confirm their seat by:

- a) Paying the NON-REFUNDABLE Token fees as mentioned in **STEP 2**; and
- b) Uploading the required documents as mentioned in **STEP 3, latest by Tuesday, 25 June 2024 (midnight)**.

In this round (Round-02), if the candidate is allotted her/his higher choice (upward movement) of campus preference, **then by default**, the candidate will be allotted the seat in the campus of her/his higher choice (upward movement) and the current (Round-01) seat will be allotted to the next qualifying candidate, in the order of merit in their respective category.

If the candidate is allotted her/his First choice of campus preference, the candidate can either accept or decline the offer. If the candidate chooses to decline the offer, s/he will **NOT be considered for subsequent rounds in the admissions process** and her/his offered seat (Round-02) allocation will be cancelled and this vacant seat will be allotted to the next qualifying candidate, in the order of merit in their respective category.

If the candidate is allotted her/his Second/Third/Fourth/Fifth choice of campus preference, the candidate can either accept or decline the offer.

- a. Fresh Allocation (For Candidates Not Offered Seat in Round 01): If the candidate chooses to decline the offer, then s/he will **be considered for her/his higher choice (upward movement) of campus preference(s) but NOT for same or lower choice of campus preference(s)**. This vacant seat will be allotted to the next qualifying candidate, in the order of merit in their respective category.
- b. For Candidates Allotted Seat in Round 01:
 - i. If the candidate chooses to decline the offer, then s/he will **be considered for her/his higher choice (upward movement) of campus preference(s) but NOT for same or lower choice of campus preference(s)**. The seats allotted in Round-01 and



Round-02 will be cancelled and these vacant seats will be allotted to the next qualifying candidate, in the order of merit in their respective category.

- ii. If the candidate chooses to accept the offer, s/he will be moved to the higher campus preference offered to her/him in Round-02 and the fees paid at the campus of the current (Round-01) seat will be transferred to the campus of Round-02 seat allocation.
- c. If the candidate chooses to accept the offer, then s/he will **be still considered for her/his higher choice (upward movement) of campus preference(s)**, in case of seat vacant, for subsequent round(s).

Obtaining a rank in the merit list does NOT guarantee admission to the B.Des. programme.

STEP 2: PAYMENT OF NON-REFUNDABLE TOKEN FEES FOR THE CONFIRMATION OF SEAT
(applicable to candidates with fresh seat allocation & those who have not paid the non-refundable token fees in Round-01 seat allocation)

- a. INR 30,000/- (online payment) + Convenience Charges (as applicable) for GEN, GEN-EWS, OBC-NCL, SC, ST, PwD candidates;
- b. INR 75,000/- (online payment) + Convenience Charges (as applicable) for Overseas candidates.

If the candidate fails to make the payment of the NON-REFUNDABLE token fees for the confirmation of seat by 25 June 2024 (midnight), the provisional allocation of seats will be cancelled, and the seat will be allotted to the next qualifying candidate in the order of merit. Such candidates can only participate in the subsequent rounds for admissions to those institutes at higher campus preference (submitted earlier) than the one for which the payment of the NON-REFUNDABLE token fee was not paid.

If the candidate fails to upload the documents (as mentioned in **STEP 3**) by 25 June 2024 (midnight), even after making the payment of the NON-REFUNDABLE token fees, the provisional allocation of seats will be cancelled, and the seat will be allotted to the next qualifying candidate in the order of merit and availability of seats in their respective category. Such candidates can only participate in the subsequent rounds for admissions to those institutes at higher campus preference (submitted earlier) than the one for which the documents were not uploaded.

STEP 3: UPLOADING OF DOCUMENTS

The candidate will have to upload the following documents as separate pdf files, each of size not more than 2 MB, by 25 June 2024 (midnight.):

1. Any one valid photo identity (Aadhar Card, Election ID, Driving License, PAN Card/Valid Passport)
2. Birth Certificate **OR** Proof of Date of Birth
3. 10th Mark-sheet



4. 12th Mark-sheet* (*in case hard copy not available, the digital copy of the same duly attested by the School Principal needs to be uploaded*)
5. Self-Undertaking in the prescribed format as available on the <https://admissions.nid.edu> duly signed by the candidate as well as her/his parents, in the case of those candidates whose Class XII result have not yet been declared.
6. GEN-EWS/OBC-NCL/SC/ST Certificate, if applicable
7. PwD Certificate and UDID Card, if applicable
8. Valid Passport, if applied under Supernumerary (Overseas) category**

**Note:*

- i. Those candidates who are seeking provisional admission due to non-declaration of their Class XII result, will have to submit their qualifying marksheet on or before 15 July 2024. In case the candidate fails to submit her/his Class XII result on or before 15 July 2024, whatsoever may be the reason, her/his admission will be treated as null and void (cancelled) and the entire fees will be forfeited.*
- ii. Candidates who have completed final examinations for class XII (or equivalent) outside India or from a Board not specified in the Admission Handbook 2024-25, must produce an equivalence certificate by 31 July 2024 (check Admissions Handbook 2024-25 for detailed information).*

** The candidates who have applied under Overseas category should produce a valid passport. It is the candidate's responsibility to obtain relevant visas and ensure that their passport is valid till the duration of the programme.

The candidate can review the uploaded documents until 25 June 2024 (midnight). In case the candidate wishes to modify the uploaded documents, s/he can re-upload the documents until 25 June 2024 (midnight).

If the candidate fails to make the payment of the NON-REFUNDABLE token fees for the confirmation of seat by 25 June 2024 (midnight), the provisional allocation of seats will be cancelled, and the seat will be allotted to the next qualifying candidate in the order of merit. Such candidates can only participate in the subsequent rounds of the admissions process to those institutes at higher choice of campus preference (submitted earlier) than the one for which the payment of the NON-REFUNDABLE token fee was not paid.

If the candidate fails to upload the documents (as mentioned in **STEP 3**) by 25 June 2024 (midnight), even after making the payment of the NON-REFUNDABLE token fees, the provisional allocation of seats will be cancelled, and the seat will be allotted to the next qualifying candidate in the order of merit and availability of seats in their respective category. Such candidates can only participate in the subsequent rounds of the admissions process to those institutes at higher choice of campus preference (submitted earlier) than the one for which the documents were not uploaded.



STEP 4: DOCUMENT VERIFICATION

1. Uploaded documents will be verified against the information provided by the candidate in their Application Forms, at the time of applying online, by the respective NIDs.
2. Upon verification of the documents (as mentioned in **STEP 3**), if the documents are found to be incomplete/incorrect/invalid, the candidature of such candidates will stand cancelled, and that seat will be allotted to the next qualifying candidate in the order of merit in their respective category.

STEP 5: ISSUE OF PROVISIONAL OFFER-LETTERS OF ADMISSIONS

Based on the order of merit of the candidates and availability of seats, Provisional Offer-Letters of Admissions will be issued ONLY to those candidates whose uploaded documents have been verified and found to be correct, by the respective NIDs.

The payment of the remaining fees would be communicated to the candidates by the respective NIDs directly wherein the candidate is provisionally admitted.

SUBSEQUENT ROUND(S) OF SEAT ALLOCATION

After Round-02, depending on the vacant seat(s) in each NID, the respective NIDs will conduct subsequent round(s) of preference-based seat allocation, in the order of merit in the respective category. Such candidates will be informed on their registered email ID.

Date: **22 June 2024**

Place: **Ahmedabad**

